

Florence, New Jersey  
April 1, 2015

The Florence Township Council held a regular meeting on the above date in the Municipal Complex, 711 Broad Street, Florence, New Jersey.

The meeting was called to order by Council President Sandusky at 8:00 PM. President Sandusky led the Salute to the Flag.

The Opening Statement was read by the Township Clerk: Notice was sent to the Register News for information; posted on the municipal bulletin board; placed on the web-site on January 8, 2015; and advertised in the Burlington Co. Times on January 11, 2015.

Present: Frank Baldorossi, Ted Lovenduski, Paul Ostrander, David Woolston, Jerry Sandusky

Also present: Mayor Craig Wilkie; Richard A. Brook, Township Administrator; Thomas A. Sahol, Assistant Administrator; Kelly Grant, Esq., Township Solicitor; James E. Biegen, Township Engineer; Joy M. Weiler, Township Clerk

#### **MINUTES**

Lovenduski made a MOTION; seconded by Woolston to approve the following minutes. Roll call vote – all ayes. Motion carried. Unanimous approval.

- Township Council Regular Sessions – March 4, 2015 and March 18, 2015

#### **FINANCIAL CORRESPONDENCE**

It was on the MOTION of Lovenduski; seconded by Woolston to approve the **Treasurer's Bill List**.

Upon roll call Council voted as follows:

YEAS: Baldorossi, Lovenduski, Ostrander, Woolston, Sandusky

NOES: None

ABSENT: None

Motion carried.

**REGULAR CORRESPONDENCE**: None at this time.

#### **APPLICATIONS:**

- A. Florence Historical Society, Open House, Third Street Firehouse  
April 12, 2015, 1:00pm – 3:00pm
- B. Transient Merchant License Renewal, Mr. Softee Ice Cream Truck  
April 4, 2015 – April 4, 2016, 11:00am – Dusk, seven days a week

## **Florence Township Council Regular Session 04/01/15**

It was the MOTION of Baldorossi, seconded by Woolston to approve Applications A and B. Roll call vote: all ayes. Motion carried.

### **Public Hearing – Budget Amendment**

Administrator Brook explained that Florence Township was required in 2015 to submit its budget to the State of NJ for review. There were some minor comments that were addressed by the Chief Financial Officer and the Township Auditor. One comment was regarding the Water & Sewer budget. There are funds that the municipality collects for assessments. The funds get placed against the Debt Service for the work that triggered the assessment. In this year's budget there was \$55,000 of revenue that should be shown as an appropriation. The township did not show it as such and the state felt it should be. The amendment is solely on this item and there must be a public hearing for just this amendment.

It was the **MOTION** of Lovenduski, seconded by Baldorossi to open the meeting to the public regarding the **Budget Amendment**. Seeing no one wishing to be heard, it was the MOTION of Lovenduski, seconded by Baldorossi to close the public hearing. All ayes.

It was the MOTION of Baldorossi, seconded by Lovenduski to approve the Budget Amendment.

Upon roll call, Council voted as follows:

AYES: Baldorossi, Lovenduski, Ostrander, Woolston, Sandusky

NOES: None

ABSENT: None

Unanimous approval.

### **Public Hearing – 2015 Municipal Budget**

Mayor Wilkie provided a handout to the public. He said this budget keeps the tax rate stable. The Road Program will be continued. The roads for this year were identified in June. Hopefully in 2016 the Road Program will continue and hopefully the work will be done in the spring and summer months.

The budget also includes hiring two police officers. The force is still down from where it was in 2008. There will also be a landlord registration program implemented. Registration is already a requirement but inspections are not done unless there is a change in occupancy. Under the new ordinance there would be more regular inspections of rental properties.

This evening an ordinance is being introduced that addresses vacant properties. Unfortunately because of the economic downturn in 2008 and 2009 there are a number of properties that sit empty and the banks don't want to deal with them. This will give Florence Township more ability to address these properties.

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The annual **Patriotic Day Celebration** will be held on **July 11, 2015**. It is shaping up to be a nice event. The festivities will feature the Boy Scouts 100<sup>th</sup> Anniversary in Florence Township. There will be a number of scouts from the surrounding area attending.

In the spring **Marcella Duffy** will be **rededicated and reopened for housing**. The facility goes back to the late 1800's. The housing project broke ground last May and is already almost ready. It is a plus for the community.

He referred to charts he provided regarding the budget. This year looks better than 2012 did. The Debt Service dropped. One goal during his term was to keep taxes stable. This budget can accomplish that. The budget for 2016 will be even better. Water & Sewer Debt Service is high until 2019. Infrastructure needs to be maintained. The budget has been approved by the State of NJ.

It was the MOTION of Lovenduski, seconded by Ostrander, to open the meeting to the public regarding the 2015 Municipal Budget.

Fred Scheetz, 12 Church Street, said he heard the discussion about the road work and getting the work done early in the season. Last year the work was done on Boulevard during the winter. He saw work being done in the evening on the Friday before Christmas. He asked if anyone is responsible for inspecting and making sure work gets done in a timely manner.

Council President Sandusky told Mr. Scheetz at this time public comment was for the 2015 Municipal Budget only. There is another time during the meeting for general comments.

It was the MOTION of Ostrander, seconded by Lovenduski to close the public hearing. All ayes.

It was the MOTION of Woolston, seconded by Lovenduski to approve the 2015 Municipal Budget.

Upon roll call Council voted as follows:

AYES: Baldorossi, Lovenduski, Ostrander, Woolston, Sandusky

NOES: None

ABSENT: None

Unanimous approval.

### **PUBLIC COMMENTS**

Mayor Wilkie addressed Mr. Scheetz concerns. He believed there had been a water line break on Boulevard. Mr. Scheetz said he spoke to the men doing the work and they told him they were painting lines. Mayor Wilkie said that was governed by the State of NJ. He said Engineer Biegen, of Maser Engineering, oversees the project. That project was funded with a state grant. The process was that the Township Engineer creates the design and it is sent to the state for review. Until the state approves, the project can't even go out to bid. This limits the township's timeline. Mr. Scheetz thought the work was done earlier than that.

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Mayor Wilkie said in August there were issues with trees and plantings on the street. That may have played into why the lines were painted so much later. Engineer Biegen said the lines were part of the punchlist, he felt the contractor finished most of the project and then painted the lines months later. It was a follow up because they were done wrong originally.

Joseph Csik, 45 East Fifth Street, asked if the township had an exclusive contract with Comcast? Mayor Wilkie said the State of New Jersey has a franchise agreement with Comcast. The local contract is up for renewal, but Comcast is the only game in town. Mr. Csik said Comcast is not doing what they are supposed to be doing. He has spoken to neighbors who are also having problems. He tries to contact the company but it doesn't help his problems. He asked if the township could put some pressure on them to correct the problems. Mayor Wilkie said Comcast is governed by the Board of Public Utilities. There is a contact person for the township; Administrator Brook will get the information to Mr. Csik.

Council President Sandusky agreed with Mr. Csik and said he is also having problems. There needs to be a better relationship with Comcast. Administrator Brook said Florence Township does not stop any other providers from coming to the community to provide cable service. Unfortunately there are none.

It was the MOTION of Woolston; seconded by Lovenduski to close the public comments. Roll call vote - all ayes. Unanimous approval.

### **RESOLUTIONS**

#### **RESOLUTION NO. 2015-85**

**Award the Contract for  
The Roadway Improvements for the 2014-2015 Road Resurfacing  
To Richard T. Barrett Paving Company, Inc.  
400 Prospect Street, Trenton, NJ 08618**

#### **RESOLUTION NO. 2015-86**

**Award the Contract for the  
Roadway Improvements for Boulevard, Phase II to  
Richard T. Barrett Paving Company, Inc.  
400 Prospect Street, Trenton, NJ 08618**

#### **RESOLUTION NO. 2015-87**

**Approve Payment No. 3 for Contract for  
Skylights in the Municipal Building to  
Garozzo & Scimeca Construction, Inc.**

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**RESOLUTION NO. 2015-88**

**Resolution Authorizing the Execution of a Contract  
Renewing Membership in the  
Burlington County Municipal Joint Insurance Fund**

**RESOLUTION NO. 2015-89**

**Property Tax Payment Plan for Block 140.02, Lot 2.02  
1501 Hornberger Avenue**

**RESOLUTION NO. 2015-90**

**Authorizing a State Contract Purchase to  
Have a Unitary Surface Fall Attenuation Material  
Installed at the FAAD Park Tot Lot and at the  
Railroad Avenue Park Tot Lot**

**RESOLUTION NO. 2015-91**

**Adopt Municipal Budget  
Township of Florence**

**RESOLUTION NO. 2015-92**

**Resolution Authorizing the Application and Acceptance of a  
Subgrant Award of the Federal Fiscal Year 2014  
Department of Homeland Security Emergency Management  
Performance Grant Program Funding**

**RESOLUTION NO. 2015-93**

**Resolution Approving Agreements Between  
The Township of Florence and the  
Florence Township FOP Lodge #210  
*January 1, 2015 through December 31, 2017***

**RESOLUTION NO. 2015-94**

**Authorize Purchase of W&S Vehicle  
State Contract Purchase**

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**RESOLUTION NO. 2015-95  
Authorize Refund  
Recreation Fee  
2015 Baseball Registration Withdrawn**

**RESOLUTION NO. 2015-96  
Deny Request for Release of Performance Bonds for  
Haines Industrial Center  
1000 John Gault Way**

It was the MOTION of Lovenduski; seconded by Ostrander to approve Resolution Nos. 2015-85 through 2015-96.

Upon roll call, Council voted as follows:

YEAS: Baldorossi, Lovenduski, Ostrander, Woolston, Sandusky  
NOES: None  
ABSENT: None Unanimous approval.

**ORDINANCES**

**ORDINANCE NO. 2015-09  
AN ORDINANCE FIXING THE COMPENSATION OF EMPLOYEES OF THE  
DEPARTMENT OF POLICE OF THE TOWNSHIP OF FLORENCE  
PATROL OFFICERS-DETECTIVES-SERGEANTS  
2015-2017  
(2<sup>nd</sup> Reading) (Public Hearing & Adoption)**

Administrator Brook explained Florence Township has been in negotiations with the Police Department. This is a three year contract. Negotiations were amicable. It should be noted that Florence Township has an exceptional Police Department. They are a great group of men and women who really care about the community. For most medical emergency calls the police are first on the scene. A majority of the officers are trained EMT's. It is a credit to the Department and to Mayor and Council the objectiveness and fairness there was in negotiating the contract.

It was the MOTION of Baldorossi, seconded by Lovenduski to open the meeting to the public for comments regarding Ordinance No. 2015-09. Roll call – all ayes.

Mr. Csik asked how much of an increase the contract included? Mayor Wilkie said the increase is under two percent a year. Mr. Csik asked about the current rates of pay.

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Mayor Wilkie said a Patrol Officer starts at \$44,000 in January and increase to \$45,000 in July. Someone on step one is at \$51,122 and an eighth step would earn \$89,000. That would be at nine years of service. Sergeants are at \$97,000 in January and going to \$98,000 in July, and if they are senior members the rate is \$100,000 to \$101,000. The percentage increases are less than two percent a year. There is a one percent increase every six months for the first two years and the last year of the contract the increase is just over one percent.

Administrator Brook concurred with Mayor Wilkie. He explained if it is priced out it comes out financially, in base salary, less than two percent the way it is structured. This a fair contract for all involved. Mayor Wilkie said there are items in the contract that help the township. A shift in scheduling will result in less overtime, for example.

It was the MOTION of Lovenduski, seconded by Woolston to close the public hearing on Ordinance No. 2015-09. All ayes.

It was the MOTION of Woolston; seconded by Ostrander to adopt Ordinance No. 2015-09.

Upon roll call Council voted as follows:

AYES: Baldorossi, Lovenduski, Ostrander, Woolston, Sandusky

NOES: None

ABSENT: None Unanimous approval.

**ORDINANCE NO. 2015-10  
ORDINANCE OF THE TOWNSHIP OF FLORENCE AMMENDING  
AND SUPPLEMENTING CHAPTER 116 OF THE CODE  
OF THE TOWNSHIP OF FLORENCE ENTITLED  
“PROPERTY MAINTENANCE”  
(1<sup>st</sup> Reading) (Public Hearing & Adoption 4/15/15)**

It was the MOTION of Lovenduski, seconded by Ostrander to approve Ordinance 2015-10 and set the public hearing and adoption for April 15, 2015.

Upon roll call Council voted as follows:

AYES: Baldorossi, Lovenduski, Ostrander, Woolston, Sandusky

NOES: None

ABSENT: None Unanimous approval.

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**ORDINANCE NO. 2015-11  
AN ORDINANCE FIXING THE COMPENSATION OF  
CERTAIN OFFICIALS AND EMPLOYEES OF THE  
TOWNSHIP OF FLORENCE  
(CWA Union Contract)  
(1<sup>st</sup> Reading) (Public Hearing & Adoption 4/15/15)**

It was the MOTION of Lovenduski, seconded by Ostrander to approve Ordinance No. 2015-11 and set the public hearing and adoption for April 15, 2015.

Upon roll call Council voted as follows:

AYES: Baldorossi, Lovenduski, Ostrander, Woolston, Sandusky

NOES: None

ABSENT: None Unanimous approval.

**ORDINANCE NO. 2015-12  
AN ORDINANCE OF THE TOWNSHIP OF FLORENCE AMENDING  
CHAPTER 4, ARTICLE XI, SECTION 46.3 OF THE CODE  
OF THE TOWNSHIP OF FLORENCE TO  
INCLUDE THE ADDITION OF TWO LIEUTENANT POSITIONS  
WITHIN THE POLICE DEPARTMENT  
(1<sup>st</sup> Reading) (Public Hearing & Adoption 4/15/15)**

It was the MOTION of Woolston, seconded by Lovenduski to approve Ordinance No. 2015-12 and set the public hearing and adoption for April 15, 2015.

Upon roll call Council voted as follows:

AYES: Baldorossi, Lovenduski, Ostrander, Woolston, Sandusky

NOES: None

ABSENT: None Unanimous approval.

**REPORTS**

**Committees, Boards and Officers**

Council President Sandusky said the former **Duffy School** is a **historical site**. The facility will be opening soon. He would like the Township Engineer to look at the road in front and on the side before the facility opens. Mayor Wilkie said if the contractor caused any damage they would have to make repairs. Depending of the amount of work that might be needed, it could be something that could be added to the Road Program.



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### Administration

#### Mayor

Mayor Wilkie said he will not be able to attend the meeting of April 15.

He explained that Ordinance 2015-10 involves abandoned properties that are bank owned. There is a heavy fine in the ordinance. It is authorized by State law and is something other communities are also doing.

The CWA Contract is a one year contract. They are in transition and have a number of people who are retiring. There was a two percent increase for the year. There were very little changes and all were minor. It works out well for the community.

The Mayor referred to Ordinance 2015-12, regarding police personnel. When he took office there was a Chief of Police and two Captains. With the unfortunate passing of Chief Alvin Scully, there is a vacancy in the Chief position and a Captain would be moving up. To be fair he has recommended the creation of a Lieutenant position.

Mayor Wilkie had two proclamations for the community. The first was for **Arbor Day**. He thanked Assistant Administrator Sahol and congratulated him and the Shade Tree Commission for the work they did to have Florence again named a Tree City USA. Mayor Wilkie read the proclamation into the record.

Mayor Wilkie said the second proclamation was concerning autism awareness. He noted the next day was **Autism Awareness Day** and he encouraged everyone to wear blue. He read the proclamation into the record.

The **National Day of Prayer is May 7, 2015**. He was happy to announce that Gary Richardson, the Chaplain of the Florence Fire Department and deacon at St. Mary's in Bordentown, will be speaking at noon at the Municipal Building.

At the last Planning Board meeting, a **Dollar Tree** was approved for the old Totten Chevrolet building. It is on Route 130 and Station Road and was most recently a party supply store. He explained some of the improvements planned. It is nice to get something into an empty building and his understanding is that Dollar Tree has a good reputation.

Mayor Wilkie said the Department of Transportation will be awarding funds for the **Hornberger Avenue Project**. The amount is \$196,000. He is not sure how much of the project it will cover but the original plan was to go from Delaware Avenue to Eighth Avenue. This grant is similar to the grant that was awarded for work on Boulevard. Once the Township receives notice, it can move forward with the design. The design will then be sent to the State of NJ for review. The project probably will not start until the spring of 2016.

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One of the reasons Boulevard was done so quickly is because the awards were done over two years and the design was already completed for the second phase.

Mayor Wilkie wished everyone a Happy Easter and noted the annual **Easter Egg Hunt** was scheduled for Saturday. He thanked the Florence Township Fire Department and Boyd's Pharmacy for hosting the event. It has been held for over thirty years.

He was sad to announce that the **Register-News** will no longer be published. This will limit how Florence Township can get information to the public. He said the township will use Channel 19 and e-mails and would reach out to the Burlington County Times for coverage.

### **Administrator**

Administrator Brook said he was approached by the **Roebbling Museum** regarding talking to Mayor and Council about an idea they have. They are working hard to become financially self-sufficient. He said some people may remember the annual Holy Assumption Carnival. The Museum is entertaining the idea of having a carnival like that on Nykita Field. The company that does the carnivals said the Museum site is too sloped for the rides. The Museum would like to hold it in June of 2016. It is a good idea for them to come in and discuss it with Mayor and Council. There are certain things that need to be taken care of if the Mayor and Council are in agreement to proceed. Some items would include security, parking, impact on area residents, having a beer garden and raffles. The most important thing is that they need to secure municipal approval to utilize the property. He asked if Mayor and Council wanted to invite them for April 15<sup>th</sup> or the May workshop meeting.

Council President Sandusky said he believes Green Acres does not allow alcohol on its property, and that field is a Green Acres property. There was discussion regarding the amount of planning an event like this requires.

Administrator Brook said there is nothing on the agenda for next week. Assistant Administrator Sahol said the recommendation for awarding the library roof bid and the resolution could both be considered at the April 15 meeting. The lowest bid is still being reviewed.

It was the MOTION of Ostrander, seconded by Lovenduski to **cancel next week's meeting** due to a lack of agenda items. Roll call vote – all ayes.

Administrator Brook said the Roebbling Museum is also hoping to hold a few different events. It is appropriate for them to ask the township because it is on property that is owned by the township. These are the kind of things that help spread the word about the Museum; it is a great asset to the town. The Museum would like to have a sleepover for boy scouts. Administrator Brook doesn't see it as a major problem. The Museum would provide the information for the township to pass on to the Police Department. The second idea is to have a graduation party on the grounds with a Disc Jockey. He wanted to make Mayor and Council aware.

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### Assistant Municipal Administrator

Assistant Administrator Sahol said this evening Council approved the **Florence Historical Society's** request to hold an **Open House in April**. He will post the information to the website.

A resolution was passed tonight authorizing the installation of material purchased with the **2014 Burlington County Parks Grant**. He hopes the work will begin very soon and be ready for the summer months. There will be some disturbances as the work is being done but he will communicate with the residents when it gets closer to the start of the project. He hopes the work will be done before school closes. Mayor Wilkie noted that was how it was done the previous year. Assistant Administrator Sahol said it is better to try and do the work while children are in school.

There was a meeting of the **Shade Tree Commission** the previous evening. A grant was received last year that will be used to try and re-establish Sixth Avenue, Broad Street and Front Street. The tree materials were selected and he began today seeking proposals for material. He anticipates an end of April start date for installation. He thinks it will coincide closely with Arbor Day. Notices will be sent soon to residents in the areas impacted.

**Division of Law** Nothing at this time.

### **Division of Engineering**

Engineer Biegen said the second phase of **Subaru** would be starting over the next two weeks. There will be a 500,000 square foot warehouse space.

220 Foundry Street, a building that is dedicated to affordable apartments, should be getting a Certificate of Occupancy in the next week or so.

Engineer Biegen is continuing with the surveying and designing of the **Hornberger Avenue Roebbling Access Road Project**. He has also been meeting with the DEP regarding the project. Next week there will be a preconstruction meeting for the two road projects.

Council President Sandusky said during the early discussions of 220 Foundry Street, he had requested that Mrs. Agostinelli cut the ribbon for the opening of the building. The property was in her family for many years. She is the mother-in-law of former Council President Dennis O'Hara.

Administrator Brook asked for Engineer Biegen to research and estimate how much of the Hornberger Avenue project from Delaware Avenue to Eighth Avenue could be completed with the \$196,000 funding. This would help gauge if a bond ordinance would be needed.

Mayor Wilkie asked when information for other grant opportunities would be available? He thought the previous year Florence Township was awarded the second phase of Boulevard early. He hopes to apply for the next phase for Hornberger Avenue so the project phases can be done quickly.

Council Member Ostrander asked what the base material of Hornberger Avenue was? Engineer Biegen told him it was concrete. The shoulders are not consistent with the base.

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Mayor Wilkie said on April 15, 2015 the **Walter Kotch Memorial Service** will be held at Noon in front of the Municipal Building. This is the **50<sup>th</sup> Anniversary** of his untimely death. Originally, the memorial was scheduled for the end of May but it was changed to coincide with the anniversary.

**Unfinished Business** Nothing at this time.

**New Business** Nothing at this time.

### **Public Comments: Open to the Public**

It was the MOTION of Lovenduski; seconded by Woolston to open the meeting to the public at this time. All ayes.

Mr. Scheetz said the discussion about trees made him think about the park on the river. He goes there every day and many of the trees are dying and limbs are falling from them. The limbs need to be addressed for the safety of the public. He believes more trees need to be planted there.

Mayor Wilkie said there is a vigilant plan for inspection and unfortunately there has been a lot of tree removal from some of the bad storms that have come through over the past few years. The losses have gotten ahead of what the township can plant.

Assistant Administrator Sahol said Florence Township has rented a stump grinder for a month. There is an employee who is qualified to operate it. The township is tackling approximately 90 stumps. The township has been cutting down trees for safety issues but was leaving the stumps. The employee is taking out an average of nineteen stumps a day. There will also be removal of more unsafe trees and the removal of the stumps. Once that is complete, the Shade Tree Commission will address the reinstallation of material.

Council President Sandusky said Assistant Administrator Sahol is passionate about the trees in Florence Township. Assistant Administrator Sahol invited Mr. Scheetz to call anytime with any concerns.

It was the **MOTION** of Lovenduski; seconded by Woolston to close the public portion of the meeting. Roll call vote – all ayes. Unanimous approval.

8:55 PM MOTION of Lovenduski, seconded by Ostrander to adjourn. Roll call vote – all ayes. Motion carried.

**ADJOURNMENT:** 8:55 PM: Meeting adjourned.

Respectfully submitted,

JOY M. WEILER, RMC/MMC  
Township Clerk  
/aek